

Commonly asked Questions

- Liquor Licenses are due annually, and the term runs from July 1 through June 30 the following year. (excluding special event licenses)
- If a license is issued in the middle of the term, fees will be prorated. The applicant will need to reapply at renewal time. Please contact the City Clerk to find out the prorated amount before submitting the application.
- If this is a new license, the applicant will need to obtain the City's license first, then apply with the State and finally St. Charles County. It is best to begin the process no later than a month prior to the desired beginning license date.
- Special events often require special permits and requests. Please contact the City Clerk to see if your event / liquor license request will require any special permits.



**City of Wentzville
City Clerk
310 W. Pearce Blvd
Wentzville MO 63385**

Phone: 636-327-5101
Fax: 636-639-2017
www.wentzvillemo.org

City of Wentzville



**APPLICATION FOR
LIQUOR LICENSE**



City of Wentzville
City Clerk
310 W. Pearce Blvd
Wentzville MO 63385

vitulas@wentzvillemo.org
Tel: 636-327-5101
Fax: 636-639-2017

INSTRUCTIONS

- Please TYPE or PRINT this application using only blue or black ink.
- Answer all questions fully or indicate “N/A” if not applicable.
- Attach copies of any additional supporting documents requested.
- If the establishment is a corporation and/or a partnership, please provide a list of names, address and DOB of Corporate Officers/Partners.
- All other types of liquor licenses not listed, please contact the City Clerk
- Submit completed application to the City Clerk with full payment of required license fee(s).
- Applicant should apply for and receive a “City Business License” prior to the issuance of a liquor license.
- No guarantee of issuance with payment. If license is not granted, the license charge shall be refunded to the applicant.

CONTACTS

Vitula Skillman, City Clerk & License Support Staff
636 327 5101

CITY USE ONLY - DO NOT WRITE IN THIS SPACE

Planner Review: _____
Signature Date

Police Dept:: _____
Approved/Rejected

Signature: _____
Chief

Approved by Supervisor of Liquor Control: _____
Date:

Business License #: _____

NOTE: City Ordinance in effect shall take preference over this brochure on all matters.
This brochure last edited: June 3, 2009

* **Secondary License Type-Requires a Primary License to Qualify**

TYPE OF LICENSE REQUESTED

Term of license: _____ through _____ (yearly licenses run from 7/1— 6/30)

- Check the following that apply: Renewal New
- Full Liquor by the drink **Section 600.230.5.B (If New, Requires a CUP)**..... \$450.00
 - Original Package **Section 600.230.4.A&600.060**.....\$150.00
 - 3.2% Non-intoxicating Beer by the Drink **Section 600.230.5.A & C (If New, Requires a CUP)**... \$ 37.50
 - Wine by the Drink **Section 600.230.5.D (If New, Requires a CUP)**..... \$ 75.00
 - Sunday Restaurant/Bar **Section 600.230.5.E**..... \$300.00 *
 - Retail Liq By The Drink Sun Entertainment **Section 600.190.A & B (See code for requirements)**.. \$300.00
 - Sunday Original Package **Section 600.200.A&B & 600.230.4.D(If New, Requires CUP)**..... \$300.00 *
 - Sunday Amusement Place **Section 600.180.B(If New, Requires CUP)**..... \$300.00
 - Picnic Liquor By The Drink License **Section 600.230.C.1 & 600.210.A&B** \$ 37.50
 - One Day Catering Permit (charge per day) **Section 600.230.C.3** \$ 15.00 per day*
 - 5% Beer by the Drink License (includes Sundays) **Section 600.230.5.A&D(If New, Requires CUP)**. \$ 75.00
 - 5% Beer Original Package (includes Sundays) **Section 600.230.4.B**..... \$ 75.00
 - Tasting License (must already have a liquor license) **Section 600.220 & 600.230.C.2**..... \$ 37.50 *
 - Liquor Wholesale Solicitor License **Section 600.230.B.3.C&D**.....\$750.00
 - Liquor 22% Wholesale Solicitor **Section 600.230.B.3.b**.....\$300.00
 - Manufacturing, Brewing, etc. **Section 600.230.B.1(See City Clerk)**

Business Name: _____

Trade Name: _____

Physical Business Address: _____

Mailing Address: _____

Owner's Name: _____

Owner's Address: _____

Phone Numbers: _____ home _____ cell _____

Applicant Manager Name: _____

Home Address: _____

Phone Numbers: _____ home _____ cell _____

Applicant's DOB: _____ Social Security # _____

Legal Voter at: _____

Are you a taxpaying citizen of the County, Town, City or Village where you reside in the state? YES NO

Description of premises: _____

Has a license held by the applicant/owner for the sale of intoxicating liquor or non-intoxicating beer ever been revoked?

YES NO If so, give times and places: _____

Has the applicant/owner ever been convicted of any law applicable to the manufacture or sale of intoxicating liquor or non-intoxicating beer since the ratification of the Twenty-First Amendment of the Constitution of the United States? YES NO If so, give times and places: _____

Will this establishment having a restaurant or similar facility on the premises have at least fifty percent (50%) of the gross income of which is derived from the sale of prepared meals or food consumed on such premises or which has an annual gross income of at least two hundred thousand dollars (\$200,000.00) from the sales of prepared meals or food consumed on such premises? YES NO

I hereby consent to a complete criminal record check being made, pursuant to my application for Liquor License.

I hereby testify that the above information is correct, valid, and truthful.

Print name

Signature

Date

